

ADMINISTRATIVE CIRCULAR NO. 77
Office of Leadership and Learning

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: September 15, 2022

To: 6-12 Grade School Principals and Instructional Support Officers

Subject: Tobacco-Use Prevention Education (TUPE) Implementation

Persons Concerned: Principals, Associate Principals, School Counselors, and Teachers

Due Date: Program Implementation Window
September 6, 2022 - June 14, 2023
Progress towards program completion will be monitored throughout the school year in collaboration with site designee (TUPE Advisor)

Reference: [BP](#), [AR](#), [E\(1\)](#), and [E\(2\)](#) 5131.6 Alcohol and Other Drugs
[AR](#) and [BP](#) 3513.3 Tobacco-Use/Smoking on School Premises
[BP 5144 Restorative Discipline Policy](#)
[AR 5144.1 Suspension and Expulsion Due Process](#)
[AR 5144.2 Suspension and Expulsion Students with Disabilities](#)
[E \(7\) 5144.1 Grounds for Suspension](#)
[SOC 1012 Suspension and Expulsion Procedures](#)
[AP 7236 Additional Hourly Assignments for Contract Teachers](#)
[AP 6240 School Clubs, General](#)

Action Requested: Complete TUPE Advisor Selection by September 20, 2022
Implement Required TUPE Health Education for Grades 6-12
Host TUPE Family and Community Engagement Presentation
Implement TUPE In-lieu-of-suspension Intervention and Cessation
Implement TUPE Student Engagement Activities
Complete components of the program by June 9, 2022

Brief Explanation:

The goal of the TUPE Program is to prevent and/or reduce student tobacco-use and nicotine addiction by providing education for young people to make healthful decisions through tobacco-specific, evidence-informed educational instruction and activities that build knowledge, social skills, and youth development assets.

Action Items:

School sites will select a [TUPE Advisor](#) through an open and fair process to oversee the implementation of the TUPE program by September 20, 2022. Please submit the advisor information through this [Google Form](#). The TUPE Advisor will lead and serve as a point of contact for the TUPE program as outlined below:

1. Site-based TUPE Health Education for Grades 6-12

TUPE Health Education curriculum lessons for Grades 6-12 are outlined below. Completion of the lessons partially fulfills Education Code requirements. Principals or designees may identify 7th Grade Physical Education and high school Chemistry teachers to attend professional development to teach the curriculum. Other certificated staff could be designated to deliver the curriculum to meet the needs of the school sites.

| Suggested Courses for Curriculum Delivery | # of Hours | Curriculum | <u>Education Codes</u> |
|--|-------------------|---|-------------------------------|
| 7th Grade Physical Education (PE) | 2 | TUPE Middle School Prevention Curriculum (exercise-based) | 51202; 51203; 51260 |
| | OR | | |
| | 2 | TUPE Middle School Prevention Curriculum (Stanford Tobacco Toolkit) | 51202; 51203; 51260 |
| Chemistry (includes Honor, AP, and IB) Or other Science courses if Chemistry is not available | 2 | TUPE High School Prevention Curriculum | 51202; 51203; 51260 |

2. Site-based TUPE Family/Community Engagement Presentation

Each site should host one family/community engagement presentation in collaboration with District TUPE Coordinator and SAY San Diego on the topic of Supporting Youth with Tobacco-Use Prevention. This presentation should follow the completion of the student TUPE Prevention Curriculum above to maximize messaging through both school and home.

3. Site-based TUPE Intervention and Cessation

Sites can implement the TUPE online modules intervention for students who were found in possession or using tobacco, products containing tobacco, or nicotine products on campus as an alternative-to-suspension. A site administrator, school counselor, or other designated staff who received the TUPE intervention training would guide students through the process. (See [Flow Chart](#))

Sites can also promote “Quit the Hit” as a cessation service to students who express interest in quitting. “Quit the Hit” is an online student-centered teen cessation group and media recruitment for students between the ages of 13-18 that consists of 5 weeks of online quit support, educational content, and daily goal-setting. Students gain access to peers for support and accountability facilitated by a trained cessation guide.

4. *Site-based TUPE Student Engagement Activities:*

In collaboration with our San Diego County Friday Night Live Partnership, the TUPE advisor will receive training to supervise and facilitate a TUPE student leadership club (*Club Live* for Middle Schools and *Friday Night Live* for High Schools). The TUPE Advisor will host a minimum of 2 student leadership club meetings per month to assist student leaders in planning events, campaigns, community service projects, etc. Student effort will culminate in a year-end student-led event related to tobacco-use prevention.

Questions may be directed to Patrick Chen, District TUPE Coordinator, via tupe@sandi.net. Thank you for your assistance.

APPROVED:

Nicole DeWitt, Executive Director
Leadership & Learning

Attachment(s):

[Attachment 1: Flow Chart](#)